

DEPARTMENT of Children and Families
JOB OPPORTUNITY
Program Manager (Children and Families)
Central Office, Hartford

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: Exam List Candidates

Location: Hartford

Job Posting No: LR109760PM

Hours: 1st Shift

Salary: \$77,172.00 - \$105,224.00

Closing Date: 10/14/14

Eligibility Requirement: The Fiscal Services Division is seeking a Program Manager to work in Central Office. This position will require experience in the design and implementation of contract compliance monitoring and performance evaluation systems. Preference will be given to candidates with a master's degree in human services or law degree.

Knowledge, Skills and Abilities: Considerable knowledge of relevant agency policies and procedures; considerable knowledge and understanding of case work principles, methods, and techniques; considerable knowledge of factors which influence attitudes and behavior of individuals and families; considerable knowledge of community resources and available services; knowledge of legal basis for departmental programs and requirements; knowledge of child development; knowledge of mental health and behavioral challenges facing children and youth; considerable interpersonal skills; considerable oral and written communication skills; supervisory ability.

General Experience: Eight (8) years of professional experience in the field of child welfare, children's protective services, foster services, adoption or social and human services.

Special Experience: One (1) year of the General Experience must have been in a supervisory capacity over professional staff responsible for planning, developing or implementing administrative or program services in child welfare, children's protective services, children's mental health or juvenile justice.

Substitution Allowed:

1. College training may be substituted for the General Experience on the basis of fifteen (15) semester hours equaling one half (1/2) year of experience to a maximum of four (4) years for a Bachelor's degree.
2. A Master's degree or other advanced degree in behavioral science, public administration, education, social work or a closely related field may be substituted for one (1) additional year of the General Experience.

NOTE:

Closely related fields are: child welfare, applied sociology, social and/or human services, clinical psychology, child development, criminal justice, counseling, human development and family relations, human service, marriage and family therapy.

3. For State Employees, two (2) years as a Children Services Consultant may be substituted for the General and Special Experience.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, an Application for Employment (CT-HR-12), three supervisory references, for state employees your last two performance evaluations or PARS to:

**Department of Children and Families
ATTN: Lena Romanelli
505 Hudson Street
Hartford, CT 06106**

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.